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SECURITY INFORMATION

25X1A6a

Chief, [REDACTED]

4 December 1952

Chief, Contact Division

Method of Submitting Written Intelligence

25X1A6a

- REFERENCE: (a) [REDACTED] Memorandum, dated 1 December 1952, subject:
Information Pertaining to Large Orders of Danish Grasses
from Eastern European Countries
25X1A6a
- (b) [REDACTED] Process Sheet, dated 1 December 1952, same subject.

25X1A2g

1. The referenced (a) material was not submitted in quite the correct manner. We believe that there may be a slight misinterpretation of Operations Memorandum No. 24. A review of that instruction reveals that written intelligence, which is not [REDACTED], should be prepared in four (4) copies; contain no source identification; and have a brief source description. This then is forwarded to Headquarters under cover of a Process Sheet.

2. The referenced (b) Process Sheet does not contain a Field Office report number. All Field Offices were notified on November 20 that all Process Sheets would bear a report number. In the event that your copy of that instruction has been mislaid, we are enclosing a copy for your convenience. Please forward a Field number for the referenced Process Sheet.

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[REDACTED]

Attachment

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[REDACTED]

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